

# Secured School Safety Grant Program

## Frequently Asked Questions (FAQ)

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## Eligibility

**1. Are private or non-public schools eligible to apply for Secured School Safety Program grants?**

No. The legislation that created the Secured Schools Fund, [IC 10-21](#), limits applicants to school corporations, charter schools, or coalitions of school corporations and/or charter schools. Other entities are not eligible to apply.

**2. Are Turnaround Schools eligible to apply for the Secured School Safety Program grants?**

Yes. As public schools Turnaround Academies are eligible to apply for Secured School Safety Program grants.

## Funding requests

**3. Do the funds for personnel have to be spent on a school resource officer or can a school corporation or charter school contract with a local law enforcement agency for non-SRO qualified police officers?**

If funds are spent on personnel they may only be used for certified school resource officers.

IC 10-21-1 specifies that school resource officers must meet the definition set forth in [IC 20-26-18.2-1](#). That definition states that:

“Before being appointed as a school resource officer, an individual must have:

1. Successfully completed the minimum training requirements established for law enforcement officers under [IC 5-2-1-9](#); and
2. Received at least forty (40) hours of certified school resource officer training through:
  - A. the Indiana law enforcement training board established by [IC 5-2-1-3](#);
  - B. the National Association of School Resource Officers;
  - C. A certified school resource officer instructor; or
  - D. another organization that offers certified instruction to school resource officers.”

**4. Are security cameras an allowable expense under the grant?**

Possibly. According to IC 10-21-1-2 there are three purposes for the grant funds. They are:

1. Employ a school resource officer or enter into a contract or memorandum of understanding with a:
  - A. local law enforcement agency;
  - B. private entity; or
  - C. nonprofit corporation;to employ a school resource officer;
2. Conduct a threat assessment of the buildings within a school corporation or operated by a charter school; or
3. purchase equipment and technology to:
  - A. restrict access to school property; or
  - B. expedite notification of first responders.

It is up to the applicant to tie proposed expenses to the purposes of the grant in the proposal submitted to IDHS. The quality of the grant application, including the strength of the connection between program purposes and program objectives, will determine which applications are funded.

**5. May a school corporation or charter school request grant funds for a project that has already begun?**

No. The Secured School Safety Grant may only cover projects that are begun after the school corporation or charter school receives a grant award notification. The projected award start date is November 1, 2013.

## County School Safety Commissions

**6. How do I know if my county has an active County School Safety Commission?**

County School Safety Commissions were created by [IC 5-2-10.1-10](#). The statute does not contain any language that requires the reporting of the status of a County School Safety Commission to any other entity. The Indiana Department of Homeland Security does not have a list of counties with active County School Safety Commissions.

According to [IC 5-2-10.1-10](#) Version a, “if a commission is established, the school safety specialist of the school corporation having the largest ADM (as defined by IC 20-18-2-2) in the county shall convene the initial meeting of the commission”. Contacting the largest school corporation in the county to inquire about the status of the commission is a good first step if you are unsure about the status of the commission in your county.

The Indiana Department of Education has further information about the County School Safety Commissions at <http://www.doe.in.gov/student-services/safety/county-school-safety-commissions>.

**7. Are County School Safety Commissions subject to the Open Door Law?**

Yes, to an extent. The commissions qualify as public agencies under [5-14-1.5-6.1 \(a\)\(5\)](#) and are subject to the Open Door Law. The commissions deal with information that is exempt from public disclosure under [5-14-3-4](#), however, and IC 5-14-1.5-6.1 allows for executive sessions to be held outside the regular public meeting “(f)or discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems”. The commissions could schedule executive sessions to discuss, review, or accept school safety plans, but final action would have to take place in an open meeting of the commission.

## Additional Information

**8. Is my school corporation or charter school assured of being awarded funds if a proposal is submitted?**

No. The Secured School Safety Program Grant is a competitive grant program. According to [IC 10-21-1-3](#), the Secured School Safety Board was “established to approve or disapprove applications for matching grants to fund programs”.

**9. How do I find out more information about the Secured School Safety Program Grant?**

There are several ways to keep up-to-date with information about the Secured School Safety Program Grant.

1. The Indiana Department of Homeland Security has a web page that contains information about the grant at [www.in.gov/dhs/securedschoolsafety.htm](http://www.in.gov/dhs/securedschoolsafety.htm).
2. An Indiana Secured School Safety Grant Program Learning Community has been established on the Department of Education’s Learning Connection. For more information about the Learning Connection, see <http://www.doe.in.gov/idoel/learning-connection>.
3. The Program Manager for the Secured School Safety Program is Kimb Stewart who can be reached at [kstewart@dhs.in.gov](mailto:kstewart@dhs.in.gov) or 317-474-5291. The program also has two School Liaisons.

Andrew Elsner works with school corporations and charter schools in the northern IDHS Districts and can be reached at [aelsner@dhs.in.gov](mailto:aelsner@dhs.in.gov) or 317-474-7674. Dan Goris works with the southern IDHS districts and can be contacted at [dgoris@dhs.in.gov](mailto:dgoris@dhs.in.gov) or 317-474-5549.

#### 10. How does a school corporation or charter school apply for a Secured School Safety Grant?

All applications will be processed through the Indiana Grants Management System (iGMS: <http://myoracle.in.gov/hs>). In order to start working on a proposal, a school corporation or charter school must submit a "Notice of Intent". The notice can be sent as an email to Kimb Stewart at [kstewart@dhs.in.gov](mailto:kstewart@dhs.in.gov). The email message should include the school corporation or charter school's intention to submit a proposal for FY 2014 and identify the school corporation or charter school name (or the participating entities in a coalition of school corporations and/or charter schools), provide a project name, the primary point of contact for the grant, and the primary point of contact's email address.

When the intent to submit is received, IDHS will grant access to iGMS and provide the user with a username/password to access the system and the proposal template. Access to the iGMS will not be immediate as each account will have to be set up in the iGMS when the notices are received. We anticipate that access will be granted within one business day, but it could take longer if there are a high volume of requests. Please remember that Notices of Intent must be received by **September 15, 2013**.

#### 11. What is the grant timeline?

Date	Event
August 1, 2013	Secured School Safety Grant Program Guidance Released
	Proposal (application) submission window opens
September 15, 2013	Deadline to submit notice of intent
September 30, 2013	Deadline to submit proposal for grant funds
October 1, 2013 to October 31, 2013	Proposal review
November 1, 2013	Projected award start date
October 31, 2014	Projected award end date

## Match

#### 12. Can matching grant funds come from a community source, i.e. a community partnership?

Yes, but it should be noted that the matching funds must be actual monies applied to the grant. In kind contributions to the match, such as providing services in lieu of cash, will not qualify as the school corporation or charter school's contribution to the match.

#### 13. When considering the match by the school corporation or charter school, is it permissible to use money already being used as the match? For example, if a school corporation were applying \$20,000 of its budget toward SROs could that \$20,000 be considered as the match under this grant?

Yes, but the total cost of the program must be considered when applying for funds. For example, if a school corporation or charter school is planning to apply \$20,000 earmarked for SROs as part of the grant, and those are the only matching funds they will use, the total amount of funds requested in the proposal (application) may not exceed \$20,000. The total amount of funding dedicated to the grant then is \$40,000. A school corporation or charter school applying for funds must also keep in mind that the grant cannot pay for projects begun prior to the grant award.

**14. Are construction costs allowed under this grant?**

Generally, no. IC 10-21-1-2(3) states that grant funds can be used to “purchase equipment or technology to restrict access to school property; or expedite notification of first responders”. If a school corporation or charter school has a project that is essentially an equipment or technology project that would involve an incidental amount of construction-type work to have

the equipment or technology properly installed, it could conceivably be funded under the grant. A project that is basically construction that also had equipment or technology as a component would not be eligible for funding.